



City of McMinnville
Planning Department
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MINUTES

September 2, 2020
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Sharon Gunter, John Hall, Tim McDaniel, and Rob Stephenson
Members Absent: Josh Kearns
Staff Present: Jamie Fleckenstein - Associate Planner
Guests Present: Zack Geary – City Councilor, Samantha Coponen, Mitch Workmon, and Petra Rasmussen

1. Call to Order

Chair Stephenson called the meeting to order at 12:00 p.m.

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action/Docket Item (repeat if necessary)

A. L 21-20 – Landscape Plan Review - 1755 SW Baker Street – Urgent Care Clinic

Associate Planner Fleckenstein reviewed the landscape plan for a new urgent care clinic on SW Baker Street. The site was currently undeveloped. The clinic would go in the southern end of the lot and the parking would be in the center of the lot with 31 stalls. The northern half of the lot would remain undeveloped and there was a stormwater detention basin in the northeast corner. The landscaping proposed around the development was focused on the highly visible portions from the right-of-way. On the south side of the building there were utilities running between the building and property line. There was foundational planting of evergreen shrubs and ornamental grasses that would wrap around the building to the front entrance. Evergreen shrubs as well as deciduous trees would be placed on the southeast corner of the parking lot and would help provide screening for the parking area. The deciduous trees would be Paperbark Maples which were smaller trees appropriate under wires and would also provide shade. On the southwest side of the parking lot, there would be a trash enclosure with evergreen hedge around two sides. It would not be visible from the right-of-

way, but there was the hedge as well as a Blue Spruce evergreen tree. There were parking lot islands, each with a deciduous tree and evergreen shrubs, to provide screening and shade to the parking lot. To provide screening to the north, three Blue Spruce trees would be planted. The applicant was requesting a partition of the lot that would divide it in half right down the middle of the parking lot and the northern half would be developed in the future. The detention basin would be planted with a variety of native wetland grasses and between the basin and sidewalk there would be a continuation of ornamental grasses. There would also be a couple of deciduous trees planted there as well. There had to be 7% landscaping of the lot and currently the plan provided 65% landscaping. Staff thought the landscaping was compatible as it was focused on the areas visible to the right-of-way. The trees were appropriately sized and placed to accommodate the overhead power lines on the property frontage. There were no conflicts with the proposed use and there was screening from the adjacent uses.

Chair Stephenson suggested adding shade trees on the backside of the north parking area. He thought they could be placed by every third stall. He also thought they could take out one parking stall on the south parking area and put in a planter to break up the area. He did not think the Blue Spruce trees proposed for the northern portion of the lot were needed.

Mitch Workmon, applicant, said there was the potential for a sidewalk on the backside of the north parking area and if trees were planted there they would likely have to be taken out in the future.

Samantha Coponen, applicant, said at this point they did not have a defined user for the northern portion of the lot, however they were actively advertising.

There was discussion regarding the partitioning of the lot and how the Committee needed to consider this as one lot and what was being proposed.

Chair Stephenson thought if they were going to put in a sidewalk, the trees could be set back from the area where the sidewalk would be.

Mr. Workmon thought that was an option.

Committee Member Hall agreed the three Spruce trees should be replaced with the deciduous trees on the backside of the parking area.

Committee Member McDaniel asked about the slope of the detention basin.

Mr. Workmon said the landscape plan showed one foot contours.

Committee Member McDaniel suggested adding trees along the west side of the basin.

Associate Planner Fleckenstein noted because there was no curbside planter strip along Highway 99W, street trees were not required. The applicant was proposing full automatic irrigation for the entire property.

Ms. Coponen said they would be agreeable to adding a parking island to break up the south parking area and adding the trees on the backside of the north parking area as suggested.

Chair Stephenson suggested keeping the three Spruce trees, but moving them 20 more feet to the north. Ms. Coponen said they would be agreeable to that change as well.

There was consensus that one of the parking stalls on the south side of the parking lot would be converted to a planting island with a deciduous tree and shrub planting and on the north side of the parking lot there would be four or more shade trees planted north of the curb about 30 feet on center. The three Spruce trees would be moved further north to the property line. Because of the number of changes, the Committee would like the applicant to come back with a revised plan.

Committee Member Gunter moved to continue L 21-20 to the next meeting. The motion was seconded by Committee Member Hall and passed 4-0.

There was discussion regarding adding more trees to screen the detention basin from the street and removing the Spruce trees from the plan. There was further discussion regarding adding trees to the east side of the urgent care building.

Ms. Coponen said a tree on the east side of the building would block visibility of the building from the highway.

Committee Member McDaniel moved to require four more Tilia trees, three between the detention basin and the sidewalk and one on the east side of the urgent care building, leaving the monument sign and building façade visible, and to remove the Spruce trees from the plan. The motion was seconded by Committee Member Gunter and passed 4-0.

B. L 28-20 – Street Tree Removal - 2190 SW Alexandria Street

Associate Planner Fleckenstein explained the street tree removal request for a Maple tree on SW Alexandria due to sidewalk damage.

Petra Rasmussent, applicant, said the tree roots had grown into the drainage system and she had to replace the entire pipe from the other side of the sidewalk all the way out to the street.

Associate Planner Fleckenstein said a replacement tree would be required as well as repair of the sidewalk.

Ms. Rasmussent asked where to put a replacement tree as the planter strip was filled with roots. There were three utilities in that area as well.

Associate Planner Fleckenstein said the tree did not have to be in the same spot. It would have to be planted five feet away from the driveway and ten feet from utilities. Typically there was a six month time period for tree removal and replacement. In the past the Planning Department had granted extensions for hardships. There was an approved Street Tree Plan for this subdivision that required Acer Rubrum to be planted there. The standard was to put in a two inch caliper tree.

Committee Member Hall moved to approve L 28-20. The motion was seconded by Committee Member Gunter and passed 4-0.

5. Discussion Items

There was discussion regarding granting hardship extensions in the past and options for City assistance for street tree replacements.

Associate Planner Fleckenstein planned to review the tree chapter of the zoning ordinance with the Committee to look for areas that needed to be updated or improved. They could discuss

possible ways to address needed assistance with street tree replacements. He described the tree program in Tigard as a model for McMinnville.

6. Old/New Business

None

7. Committee Comments

None

8. Staff Comments

None

9. Adjournment

Chair Stephenson adjourned the meeting at 1:06 p.m.